

CONFIDENTIAL

6 October 1961

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT : Review of RCA 501 Computing Center
Operations

1. [] and I discussed the attached terms of reference for a study of the 501 computer installation. We both agree that this framework will provide us with a timely measure of the status of the program.

2. In this connection, I have arranged with [] to utilize the personal services of one of his contractors who specializes in systems analyses in the data processing field. The firm is [] [] They have just concluded a computer study for NPIC, have no hardware axe to grind, and can contribute seasoned professional skills which our ADP Staff has not yet assembled internally.

3. Payment for the study will be made via an NPIC task order arrangement without transfer of funds from the ADPS. It is estimated that the study will begin within two weeks and will probably last for about a month.

[]
Chief, CIA Automatic Data Processing Staff

Attachment:

Paper on "Review of RCA 501 Computing
Center Operations"

Distribution:

Orig. & 1 - Addressee
2 - D/NPIC Atten: []
1 - Comptroller
1 - C/ADPS

Declass Review by NGA.

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REVIEW OF RCA 501 COMPUTING CENTER OPERATIONS

The study will be performed by the [] organization under
the direction of the Chief, ADPS, and with the support of Mr.
[] of the Comptroller's office and [] of the
ADPS.

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SPECIFIC OBJECTIVES

1. Prepare a status report on Computer Center operations.
2. Evaluate performance and progress to include, for example:
 - a. Proportion of computer time being used productively.
 - b. Operating costs and organization of the Center.
 - c. Time lost through hardware failure.
 - d. Progress being made in completing the refinement of systems and procedures.
 - e. Effectiveness of job, system, and programming scheduling.
 - f. Measure workload - present and anticipated.
3. Assess the likelihood of achieving the savings in manpower, time, and equipment as originally conceived in the Feasibility Study.
4. Identify problem areas requiring management attention.
5. Review user reaction to on-going programs.

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